

41019

Attachment H

COVER SHEET (PAGE 1 of 2)

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

Proposal Title: Tuolumne River Natural Resources Program
 Applicant Name: City of Modesto
 Mailing Address: 801 11th Street, Modesto, CA 95354
 Telephone: (209)577-5344
 Fax: (209)579-5077

Amount of funding requested: \$ 83,658 for 1 years

Indicate the Topic for which you are applying (check only one box). Note that this is an important decision: see page of the Proposal Solicitation Package for more information.

- | | |
|---|---|
| <input type="checkbox"/> Fish Passage Assessment | <input type="checkbox"/> Fish Passage Improvements |
| <input type="checkbox"/> Floodplain and Habitat Restoration | <input type="checkbox"/> Gravel Restoration |
| <input type="checkbox"/> Fish Harvest | <input type="checkbox"/> Species Life History Studies |
| <input type="checkbox"/> Watershed Planning/Implementation | <input checked="" type="checkbox"/> Education |
| <input type="checkbox"/> Fish Screen Evaluations - Alternatives and Biological Priorities | |

Indicate the geographic area of your proposal (check only one box):

- | | |
|---|--|
| <input type="checkbox"/> Sacramento River Mainstem | <input type="checkbox"/> Sacramento Tributary: <u> </u> |
| <input type="checkbox"/> Delta | <input checked="" type="checkbox"/> East Side Delta Tributary: <u>Tuolumne River</u> |
| <input type="checkbox"/> Suisun Marsh and Bay | <input type="checkbox"/> San Joaquin Tributary: <u> </u> |
| <input type="checkbox"/> San Joaquin River Mainstem | <input type="checkbox"/> Other: <u> </u> |
| <input type="checkbox"/> Landscape (entire Bay-Delta watershed) | <input type="checkbox"/> North Bay: <u> </u> |

Indicate the primary species which the proposal addresses (check no more than two boxes):

- | | |
|---|--|
| <input checked="" type="checkbox"/> San Joaquin and East-side Delta tributaries fall-run chinook salmon | |
| <input type="checkbox"/> Winter-run chinook salmon | <input type="checkbox"/> Spring-run chinook salmon |
| <input type="checkbox"/> Late-fall run chinook salmon | <input type="checkbox"/> Fall-run chinook salmon |
| <input type="checkbox"/> Delta smelt | <input type="checkbox"/> Longfin smelt |
| <input type="checkbox"/> Splittail | <input type="checkbox"/> Steelhead trout |
| <input type="checkbox"/> Green sturgeon | <input type="checkbox"/> Striped bass |
| <input checked="" type="checkbox"/> Migratory birds | |

COVER SHEET (PAGE 2 of 2)

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

Indicate the type of applicant (check only one box):

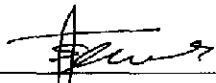
- | | |
|---|---|
| <input type="checkbox"/> State agency | <input type="checkbox"/> Federal agency |
| <input type="checkbox"/> Public/Non-profit joint venture | <input type="checkbox"/> Non-profit |
| <input checked="" type="checkbox"/> Local government/district | <input type="checkbox"/> Private party |
| <input type="checkbox"/> University | <input type="checkbox"/> Other: _____ |

Indicate the type of project (check only one box):

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> Planning | <input type="checkbox"/> Implementation |
| <input type="checkbox"/> Monitoring | <input checked="" type="checkbox"/> Education |
| <input type="checkbox"/> Research | |

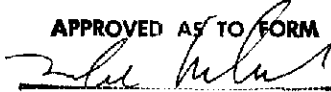
By signing below, the applicant declares the following:

- (1) the truthfulness of all representations in their proposal;
- (2) the individual signing the form is entitled to submit the application on behalf of the applicant (if applicant is an entity or organization); and
- (3) the person submitting the application has read and understood the conflict of interest and confidentiality discussion in the PSP (Section II.K) and waives any and all rights to privacy and confidentiality of the proposal on behalf of the applicant, to the extent as provided in the Section.



(Signature of Applicant)

J. Edward Tewes
City Manager

APPROVED AS TO FORM


Michael D. Milich, City Attorney

II. EXECUTIVE SUMMARY

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

a. Project Title and Applicant Name

TUOLUMNE RIVER NATURAL RESOURCES EDUCATION PROGRAM
CITY OF MODESTO

b. Project Description and Primary Biological/Ecological Objectives

The goal of the City of Modesto's proposed Tuolumne River Natural Resources Education Program is to increase public awareness of, develop appreciation for, foster participation in and encourage positive use of the natural resources associated with the Tuolumne River.

c. Approach/Tasks/Schedule

The project staff, in conjunction with local collaborative agencies, will:

- ◆ Develop and distribute approximately 35,000 informational brochures to local residents by April 1999;
- ◆ Plan and conduct three overnight camp experiences for 150 youth and adults during the summer of 1999;
- ◆ Provide environmental educational field trips to include trail hikes, nature activities, fish programs and presentations on natural history to 550 youth, adults and instructors during 1998 and 1999, as appropriate to the topics presented; and
- ◆ Provide workshops in schools and at the Great Valley Museum for approximately 2,650 students in high-risk schools and schools located near the Tuolumne River, during the 1998-99 school year.

d. Justification for Project and Funding by CALFED

The proposed education program will: review the current status of the natural resources along the Tuolumne River; examine the uniqueness of the river area; provide discussions of riparian habitat restoration and fish spawning; present programs on how the river's natural resources contribute to the overall well being of the community; provide opportunities for high-risk youth to experience and develop a respect for natural resources existing in their own "back yard"; and, assess the pre- and post-program knowledge of participants.

e. Budget Costs and Third Party Impacts

Total proposed budget for this project is \$91,798. The grant request is for \$83,658, with the City of Modesto contributing \$6,218 in funding from local sources.

Executive Summary

Page 2

f. Applicant Qualifications

The mission of the City of Modesto Community Services and Neighborhood Connections Department's Child Services Organization is to provide broad-based positive social and educational leisure services activities for children and families through improving access to activities by: offering innovative, safe and supervised programs at neighborhood parks, elementary schools and other community sites; coordinating outreach services with local schools, community based organizations and neighborhood groups; and, leveraging city resources through partnerships and grants.

g. Monitoring and Data Evaluation

Pre-and post test instruments will be used for participants in the overnight camp experience, field trips and school presentations components, to measure: increased awareness about various aspects of the Tuolumne River's riparian habitat; improved interest in stewardship and protection of natural resources; and better understanding of the relationship between daily life practices and preservation of the environment. Persons receiving the educational brochure will, at random, be asked to complete an evaluation survey to measure the effectiveness of the brochure in presenting information and increasing interest in preservation of the river.

h. Local Support/Coordination with other Programs/Compatibility with CALFED Objectives

Letters of support from the City of Modesto's Engineering and Transportation Department's Solid Waste Management Office Recycling Program, Modesto City Schools and the Great Valley Museum are enclosed as Attachment A to this proposal. Each of these entities currently works with the Community Services & Neighborhood Connections Department in planning and presentation of various programs, and each has pledged to collaborate in presentation of the proposed grant project.

III. TITLE PAGE

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

- a. Title of Project
TUOLUMNE RIVER NATURAL RESOURCES EDUCATION PROGRAM
- b. Name of applicant/principle investigator(s); address; phone/fax/e-mail; organizational, institutional or corporate affiliations of applicant/principle investigator(s)

City of Modesto
Community Services and Neighborhood Connections Department
801 11th Street
Modesto, CA 95354
Phone: (209) 577-5344
Fax: (209) 579-5077

Project Coordinator: Judy Loretelli, Recreation Supervisor II, Child Services Organization

E-mail may be sent through: ceubank@ci.modesto.ca.us

- c. Type of Organization and Tax Status
The City of Modesto, founded in 1870, is a local/municipal corporation and as such, is exempt from federal and state income taxes.
- d. Tax Identification Number and/or Contractor license, as applicable
The City of Modesto's Tax Identification Number is 94-600374.
- e. Participants/Collaborators in Implementation
The City of Modesto Community Services and Neighborhood Connections Department will work with, at a minimum, the City's Engineering and Transportation Department's Solid Waste Management Office Recycling Program, Modesto City Schools and the Great Valley Museum (a local natural history museum) to prepare and present the components of this educational program.

IV. PROJECT DESCRIPTION

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

TUOLUMNE RIVER NATURAL RESOURCES EDUCATION PROGRAM

a. Project Description and Approach

The goal of the proposed education program is to increase public awareness of, develop appreciation for, foster participation in and encourage positive use of natural resources. Specifically: 35,000 informational brochures will be prepared and distributed, three overnight camp experiences for 150 youth and adults will be planned and conducted during the summer of 1999; environmental educational field trips to include trail hikes, nature activities, fish programs and presentations on natural history will be presented to 550 youth, adults and instructors during 1998 and 1999, as appropriate to the topics presented; and, workshops in schools and at the Great Valley Museum will be provided for approximately 2,650 students in high-risk schools and schools located near the Tuolumne River, during the 1998-99 school year.

The program will be administered in collaboration with local agencies. The City of Modesto's Engineering and Transportation Department's Solid Waste Management Office Recycling Program, Modesto City Schools and the Great Valley Museum have agreed to participate in planning and presenting various components of the program.

The project will focus on creating greater appreciation and educating students in grades K through 8 and community residents on the importance of preserving natural resources and understanding the components of the natural environment. Workshop topics will include the flora and fauna of the Tuolumne's riparian habitat, environmental preservation and river water quality.

Learning outcomes of the program will include: review of the current status of the natural resources of the Tuolumne River; examination of the uniqueness of the river area; participation in discussions of riparian habitat restoration, fish spawning, water preservation and how natural resources contribute to the overall well being of the community and its individuals; provision of opportunities for high risk youth to see and experience natural resources that exist within their own "backyard"; and assessment of the knowledge of participants regarding the natural resources of the Tuolumne River and their benefits.

Project Description
Page 2

The Child Services organization currently offers several outdoor, day camp experiences each summer, held in the Tuolumne River Regional Park. These week long sessions focus on Indian lore, hiking, exploring, science and nature projects, and arts and crafts. The proposed camp experience will complement and enhance the existing program by expanding knowledge of the riparian habitat and the flora and fauna surrounding the camp site.

b. Proposed Scope of Work

The proposed project has four components: development and distribution of an educational brochure; planning and presentation of three overnight camp experiences; planning and presentation of field trips for youth and adults; and, educational workshops for youth and adults.

Educational Brochure

Educational information regarding the natural resources of the Tuolumne River will be developed in brochure form for distribution throughout the community. Topics covered would include: an overview of the Tuolumne River; descriptions of endangered species and other plant and wild life found in the riverine habitat; discussion of the impacts of daily life activities on the riparian habitat; and, presentation of methods to improve stewardship and protect the river, its habitats and its inhabitants.

The brochures would be made available in locations such as City Hall, the Stanislaus County Public Library, local schools and businesses, and other city and county facilities. They would also be distributed at special community events and the City sponsored Earth Day in the Park. In addition, residents nearest the Tuolumne River will be targeted by mail.

The Recreation Supervisor II will coordinate the development, preparation and distribution of the brochures. This employee will work with others in the community who have expertise in the various topics of the brochure and will ensure that the information is presented in an effective manner. In addition, the Program Supervisor would be responsible for distribution of the brochure and the evaluation surveys, as well as for program evaluation for all components of the proposed project.

The activities of this component will begin with hiring of staff as soon after grant award as possible. Information compilation and brochure development will be completed early in 1999, with distribution of the brochures scheduled to begin in April 1999.

The project proposes to print and distribute 35,000 brochures. A reduction in the number of brochures printed would not greatly affect the cost of this component, since over seventy percent of the costs are attributed to the development of the brochure.

Overnight Camp Experience

The City proposes to conduct three two-day, one-night camp experience during the summer months of 1999 to expose youth and adults to the river and surrounding area. The camp would be organized in such a manner that professionals and experienced individuals would be brought in to conduct presentations regarding the natural resources of the area. Participants will receive a hands-on experience, covering topics such as identification of plants, birds and other wildlife indigenous to the Tuolumne River's habitats, streambed protection and restoration techniques, life cycles of the fall run Chinook salmon, and the values of natural resource stewardship.

The City's present Child Services Recreation Supervisor II will oversee coordination of the camp experiences. The Program Supervisor will coordinate actual activities. Recreation Leaders, naturalists and guest speakers will be hired to present learning sessions on the various aspects of the river. This planning will take place during the spring of 1999. Security personnel will also be hired at night, since the campsite is in a public park.

Up to fifty persons would participate in each of the three sessions, with participants selected and recruited to ensure representation from all aspects of the community. Planning costs are estimated at \$2,498, with three sessions estimated to cost \$18,801. Therefore, the number of sessions could be reduced at a savings of \$6,267 per session.

Field trips

Field trips for grades K through 8 are proposed to expose classroom youth to the natural resources and the environment of the Tuolumne River. This component of the program will include trail hikes, nature activities, instructional sessions on native fish, birds and wildlife, and introductions to the natural history of the area, along the river within the Tuolumne River Regional Park.

The City's present Child Services Recreation Supervisor II will oversee coordination and planning of the field trips during the late fall of 1998, with trips to take place in the spring through early fall of 1999, in conjunction with school sessions. Two naturalists and two Recreation Leaders will accompany participants on each field trip. Planning costs are estimated at \$1,498, with cost for the 12 proposed field trips at \$13,176. The number of trips could be reduced at a savings of \$1,098 per trip.

School Presentations

The Community Services and Neighborhood Connections Department will contract with the City's Recycling Program and with the Great Valley Museum to provide workshops in schools and at the Museum. Schools to be targeted are those attended by high risk youth and those located near the Tuolumne River. The purpose of this component is to provide youth with awareness of the natural resources of the Tuolumne River and of water quality issues.

The workshops presented by the Great Valley Museum will educate students on the importance of preservation of the riparian habitat and its impact on the future. Children will tour the Great Valley Museum and will receive an introduction on the habitats present along the river. Also discussed will be information in ecology, endangered species of fish, birds and land animals, and food chains.

The museum program will also introduce terms associated with natural resources, such as riparian habitat, herbivore, carnivore, endangered species, consumers, decomposers, etc. Each presentation will last one hour. Presentations will be made during from late spring through fall of 1999 to 50 classes of approximately 35 students, with an anticipated audience of 1,750 youth total.

The workshops presented by the Recycling Program will discuss water quality of the river and its impact on fish and other wild life as well as the quality of life in the community. Students attending schools near the Tuolumne River will be targeted. The focus of these workshops will be to educate the students about the storm drain system and how it works and how it impacts the Tuolumne River and its habitats. The program will stress the negative effects on the ecosystem caused by illegal dumping of used motor oil and other toxins. Recycling options will be introduced and promotional materials will be provided to the students. Presentations will be provided to a total of 30 classrooms, with an average of 30 students per class, for a total of 900 students.

The City's present Child Services Recreation Supervisor II and the Program Supervisor will coordinate the workshops and will contract with staff from the Museum and the Recycling Program at a cost of \$1,598. Cost for the museum workshops is \$10,000 and \$2,730 for the water quality workshops. Reducing the number of workshops would result in savings of \$400 per museum workshop and \$91 per water quality workshop.

c. Location and Geographic Boundaries of the Project

The Tuolumne River has its origins in the high Sierra in Yosemite National Park. Beginning with the Mount Lyell Glacier, the Tuolumne cascades more than twelve thousand feet downslope to the Central Valley floor. From Cherry Creek to the Clavey, the river's tributaries contribute their share of runoff, with the Tuolumne's watershed spanning nearly two thousand miles. In turn, the Tuolumne is just one tributary of the San Joaquin River.

The focus of this project will be the segment of the Tuolumne River within the city limits of Modesto, specifically the section included in the Tuolumne River Regional Park. The Park runs from Mitchell Road on the east, past the Modesto City-County Airport, through several miles of developed open space, past the Dryden Park Municipal Golf Course and the City's Wastewater Treatment Plant toward Carpenter Road on the west. The Tuolumne River Park is a joint effort of the Cities of Modesto and Ceres and Stanislaus County, administered through an inter-agency agreement and a committee comprised of representatives from each agency.

Enclosed as Attachment B are maps of the entire Tuolumne River from the Sierras to the San Joaquin River and of the portion that runs through Modesto.

d. Expected Benefits

The project will focus on east-side tributary fall-run chinook salmon and migratory birds and on the stressors of water quality (increased contaminants, increased nutrient or carbon input), land use (urbanization) and human disturbance. By educating tomorrow's land stewards to the values of protecting, preserving and restoring the Tuolumne River and its habitats, future impacts to the river should be minimized. The lessons learned should extend to other fragile and endangered ecosystems, a third party benefit.

e. Background and Ecological/Technical Justification

As the Tuolumne River Regional Park becomes developed, human disturbance increases and as Modesto grows, the improper disposal of contaminants poses a greater threat to the Tuolumne River and its natural resources.

This project addresses several objectives in the Habitat section of the East San Joaquin Basin Ecological Zone Vision of the ERPP through providing education about the steps necessary in maintaining and improving the viability of the Tuolumne River. Topics covered in the various components of the proposed project include: Riparian and Riverine Aquatic Habitat

(page 427); Land Use (page 431); Species, specifically Chinook Salmon (page 432), Swainson's Hawk (page 433), Greater Sandhill Crane (page 434), Western Yellow-Billed Cuckoo (page 434), Riparian Brush Rabbit (page 435), Shorebirds and Wading Birds (page 436), Waterfowl (page 436) and Neotropical Migratory Birds (page 436).

f. Monitoring and Data Evaluation

Inasmuch as this is an educational program, monitoring and data evaluation will concentrate on the knowledge gained and lifestyle alterations resulting from participation in the program, with the secondary benefit of improved respect for and stewardship of the Tuolumne River's habitats and inhabitants.

g. Implementability

This program will comply with all laws and regulations. Environmental reviews under CEQA and NEPA will not be necessary. By its passage of a resolution authorizing the City Manager to sign the cover sheet of this proposal, the City Council has indicated its support to this program. A copy of the resolution is included as Attachment C to this proposal. In addition, the Tuolumne River Regional Park Agency Committee and the Citizens Advisory Committee have been informed of the proposed program and both groups are in support of the project.

Once the program has been funded for the first year, staff anticipates that on-going implementation of the various components can be achieved through use of local funding and user fees. Should fees be implemented for the program, participants would be eligible to use the current financial assistance program, which provides for 90% of the cost of fees for department and co-sponsored programs.

V. COSTS AND SCHEDULE TO IMPLEMENT PROPOSED PROJECT

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

TUOLUMNE RIVER NATURAL RESOURCES EDUCATION PROGRAM

a. Budget Costs

Table 1 (following this page) describes the proposed budget by task and subtask. As indicated, the cost of overall program management (Recreation Supervisor II) and indirect costs will be paid by the City of Modesto from local sources (General Fund). Indirect costs include, but are not limited to: general office supplies and equipment, except as specifically identified; services of other City employees (payroll, purchasing, clerical support, etc.); facilities and utilities; and technological equipment and services.

Each of the components (tasks) of this proposal has a planning phase and an implementation phase. With the exception of the brochure component, costs for the implementation phases of the other components can be reduced by eliminating the number of sessions offered.

A Program Supervisor would be hired to provide direct management of the project. This part-time position would be limited to 1,000 hours per fiscal or calendar year (due to the City's benefits agreement with PERS).

b. Schedule Milestones

Once funding has been awarded, staff will begin recruitment for a Program Supervisor. As soon as funding is approved by the Modesto City Council and grant documents executed by both parties, a Program Supervisor will be hired. He/she will begin meeting with local groups and individuals to develop the brochure, with an anticipated completion date of early 1999.

c. Third Party Impacts

All third party impacts are anticipated to be beneficial. The Tuolumne River Regional Park Committee is in the process of revising the park's land use plan, which will undoubtedly continue to include several areas for nature study. This project is expected to heighten interest in the park's natural resources and in the value of protecting, preserving and restoring the river's natural resources.

Table 1. Budget Costs

page 1

Program Component	Description of Cost	Funding Source		
		Cost	Grant Request	Local Match
TASK 1 - EDUCATIONAL BROCHURE				
Subtask A - Preparation				
Personnel	1 Program Supervisor - 850 hours at \$13.06 per hour + 9% benefits	\$12,100	\$12,100	\$0
Professional & Contractual Services	Layout & Printing of Brochure	\$15,000	\$15,000	
Materials and Supplies	Paper/Telephone (\$400), Mileage (100 miles per month x 12 months x \$.325 per mile), Office Supplies (\$400)	\$1,125	\$725	\$400
Miscellaneous	Indirect Cost at 15% of personnel costs	\$1,815	\$0	\$1,815
Subtask B - Distribution				
Personnel	1 Program Supervisor - 50 hours at \$13.06 per hour + 9% benefits	\$712	\$712	\$0
Professional & Contractual Services		\$0	\$0	\$0
Materials and Supplies	Promotional Materials	\$4,000	\$4,000	\$0
Miscellaneous	Postage	\$4,000	\$4,000	\$0
	Indirect Cost at 15% of personnel costs	\$107	\$0	\$107
Subtask C - Evaluation				
Personnel	1 Program Supervisor - 100 hours at \$13.06 per hour + 9% benefits	\$1,424	\$1,424	\$0
Professional & Contractual Services		\$0	\$0	\$0
Materials and Supplies	Measurement Survey	\$1,000	\$1,000	\$0
Miscellaneous	Indirect Cost at 15% of personnel costs	\$214	\$0	\$214
Sub-total Subtask A		\$30,040	\$27,825	\$400
Sub-total Subtask B		\$8,819	\$8,712	\$0
Sub-total Subtask C		\$2,638	\$2,424	\$214
TOTAL TASK 1		\$41,497	\$38,961	\$614
TASK 2 - OVERNIGHT CAMP EXPERIENCE				
Subtask A - Planning				
Personnel	1 Recreation Supervisor II - 40 hours at \$26.06 per hour + 25% benefits	\$1,303	\$0	\$1,303
Professional & Contractual Services		\$0	\$0	\$0
Materials and Supplies	Storage Units for supplies	\$1,000	\$1,000	\$0
Miscellaneous	Indirect Cost at 15% of personnel costs	\$195	\$0	\$195
Subtask B - Session 1				
Personnel	6 Recreation Leaders - 36 hours at \$7.59 per hour + 9% benefits	\$1,787	\$1,787	\$0
Professional & Contractual Service	Naturalists & Guest Speakers - 24 hours at \$55 per hour	\$1,320	\$1,320	\$0
	Security - (2) - 12 hours at \$15 per hour	\$360	\$360	\$0
Materials and Supplies	Food - 57 persons x 5 meals at \$5 per meal	\$1,425	\$1,425	\$0
	Snacks - 57 people x 3 snacks at \$1.50 per snack	\$257	\$257	\$0
	Ice chests, plates, forks, spoons, knives, charcoal, materials, activity supplies	\$600	\$600	\$0
	Nature Supplies and Materials	\$250	\$250	\$0
Miscellaneous	Indirect Cost at 15% of personnel costs	\$268	\$0	\$268
Sub-total Subtask A		\$2,498	\$1,000	\$1,498
Sub-total Subtask B x 3 sessions		\$18,801	\$17,997	\$804
TOTAL TASK 2		\$21,299	\$18,997	\$2,302

Table 1. Budget Costs

page 2

Program Component	Description of Cost	Cost	Funding Source	
			Grant Request	Local Match
TASK 3 - FIELD TRIPS				
Subtask A - Planning				
Personnel	1 Recreation Supervisor - 40 hours at \$26.06 per hour + 25% benefits	\$1,303	\$0	\$1,303
Professional & Contractual Services		\$0	\$0	\$0
Materials and Supplies		\$0	\$0	\$0
Miscellaneous	Indirect Cost at 15% of personnel costs	\$195	\$0	\$195
Subtask B - Field Trips				
Personnel	2 Recreation Leaders - 3 hours at \$7.59 per hour + 9% benefits	\$50	\$50	\$0
Professional & Contractual Services	2 Naturalists - 4 hours at \$55 per hour	\$440	\$440	\$0
Materials and Supplies	Presentation Supplies	\$100	\$100	\$0
Miscellaneous	Bus Transportation	\$500	\$500	\$0
	Indirect Cost at 15% of personnel costs	\$8	\$0	\$8
Sub-total Subtask A		\$1,498	\$0	\$1,498
Sub-total Subtask B x 12 trips		\$13,176	\$13,080	\$96
TOTAL TASK 3		\$14,674	\$13,080	\$1,594
TASK 4 - SCHOOL PRESENTATIONS				
Subtask A - Planning/Coordination				
Personnel	1 Recreation Supervisor - 40 hours at \$26.06 per hour + 25% benefits	\$1,303	\$0	\$1,303
Professional & Contractual Services		\$0	\$0	\$0
Materials and Supplies	Office Supplies	\$100	\$100	\$0
Miscellaneous	Indirect Cost at 15% of personnel costs	\$195	\$0	\$195
Subtask B - Environmental Workshops				
Personnel		\$0	\$0	\$0
Professional & Contractual Services	Great Valley Museum Staff - \$55 per hour x 1 hour per workshop x 3 programs	\$165	\$165	\$0
	Workshop Preparation - 1 hour per workshop x \$75 per hour	\$75	\$75	\$0
Materials and Supplies		\$0	\$0	\$0
Miscellaneous	Bus Transportation	\$160	\$160	\$0
Subtask C - Water Quality Workshops				
Personnel	1 Recycling Coordinator - 1.5 hours at \$23.10 per hour + 25% benefits	\$44	\$44	\$0
Professional & Contractual Services		\$0	\$0	\$0
Materials and Supplies	Workshop Materials	\$40	\$40	\$0
Miscellaneous	Indirect Cost at 15% of personnel costs	\$7	\$0	\$7
Sub-total Subtask A		\$1,598	\$100	\$1,498
Sub-total Subtask B x 26 workshops		\$10,000	\$10,000	\$0
Sub-total Subtask C x 30 workshops		\$2,730	\$2,520	\$210
TOTAL TASK 4		\$14,328	\$12,620	\$1,708
TOTAL PROGRAM COSTS		\$91,798	\$83,658	\$6,218

VI. APPLICANT QUALIFICATIONS

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

TUOLUMNE RIVER NATURAL RESOURCES EDUCATION PROGRAM

General Overview of the Department

The mission of the Community Services and Neighborhood Connections Department is to plan, develop and maintain a comprehensive leisure service delivery system that provides opportunities for enjoyment of recreation, cultural, historical and educational activities and that preserves and improves the environmental benefits of urban open space, all resulting in the enhancement of the quality of life and the economic viability of this City's neighborhoods and the community at large.

Since the Parks and Recreation Department (re-named in 1997) was established in June 1954, the Recreation Division (now Leisure Services and Community Services Divisions) has been promoting mental and physical wellness of the community through program delivery, including traditional, therapeutic, social, educational and culturally diverse activities. Many programs are conducted in partnership with local school districts, other public agencies, community based organizations and the area junior college.

In recent years note-worthy programs have included: a State grant to conduct a youth study, which resulted in local funding approval for a Youth Supervisor and new teen programs, as well as a C.P.R.S. Commitment to Excellence Award in 1993; an annual Kwanzaa program, which received a Merit Award from C.P.R.S. in 1993; formation of the Community Services and Leisure Services Division in 1995, including increased funding for additional activities for youth, families, schools and special populations; implementation of the Youth Conservation Corps in 1996 through partial State grant funding, to provide employment opportunities and improved personal and technical skills to youth, with receipt of C.P.R.S.'s highest award, the Award of Excellence, in 1997.

A more detailed overview of the mission and objectives, planning and performance and performance measurement of the Community Services and Neighborhood Connections Department is included as Attachment D.

Child Services Organization

The mission of the Child Services organization is to enhance the quality of life by creating positive social and leisure activities for children and families. To this end, programs include: free after-school and summer park programs at over 20 neighborhood parks; therapeutic recreation programs promoting physical fitness, emotional wellbeing and social interaction; special recreation programs for high-risk target areas; in-school recreation enrichment programs; participation in city-wide events and activities; and family entertainment.

Applicant Qualifications
Page 2

The Child Services organization, under the direction of the Department Director and Assistant Director of Leisure Services, is managed by Judy Loretelli, Recreation Supervisor II. Judy has been with the City of Modesto as a Recreation Supervisor II since 1986, having worked in several supervisory and management positions in the recreation field since 1975. She has a B.S. in Recreation and Leisure Studies from San Jose State and an M.A. in Education from Sacramento State University. She has served in an active capacity on many committees and task forces, has worked closely with local schools in development and presentation of programs, workshops and curriculums. Judy would provide overall direction to the proposed project, with day-to-day operation and coordination under a Program Supervisor (to be hired).

A resume for Judy Loretelli is included as Attachment E., and job descriptions for the Recreation Supervisor II and Program Supervisor positions are included as Attachment F.

There are no foreseeable conflicts of interest involved in this project. As authorized in the enclosed resolution, the City Manager has signed the cover sheet.

VII. COMPLIANCE WITH STANDARD TERMS AND CONDITIONS
May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION
TUOLUMNE RIVER NATURAL RESOURCES EDUCATION PROGRAM

A completed Form DI-2010 follows this page.

U.S. Department of the Interior

**Certifications Regarding Debarment, Suspension and
Other Responsibility Matters, Drug-Free Workplace
Requirements and Lobbying**

Persons signing this form should refer to the regulations referenced below for complete instructions:

Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions - The prospective primary participant further agrees by submitting this proposal that it will include the clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. See below for language to be used or use this form for certification and sign. (See Appendix A of Subpart D of 43 CFR Part 12.)

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions - (See Appendix B of Subpart D of 43 CFR Part 12.)

Certification Regarding Drug-Free Workplace Requirements - Alternate I. (Grantees Other Than Individuals) and Alternate II. (Grantees Who are Individuals) - (See Appendix C of Subpart D of 43 CFR Part 12)

Signature on this form provides for compliance with certification requirements under 43 CFR Parts 12 and 18. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of the Interior determines to award the covered transaction, grant, cooperative agreement or loan.

PART A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

CHECK ☒ IF THIS CERTIFICATION IS FOR A PRIMARY COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

PART B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

CHECK ☐ IF THIS CERTIFICATION IS FOR A LOWER TIER COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

DI-2010
June 1995
(This form replaces DI-1883, DI-1964,
DI-1966, DI-1968 and DI-1843)

PART C: Certification Regarding Drug-Free Workplace Requirements

CHECK ☒ IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS NOT AN INDIVIDUAL.

Alternate I. (Grantees Other Than Individuals)

A. The grantee certifies that it will or continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about—
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will —
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification numbers(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted —
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a) (b), (c), (d), (e) and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

801 11th Street
Modesto, CA 95354

Check ☒ if there are workplaces on file that are not identified here.

PART D: Certification Regarding Drug-Free Workplace Requirements

CHECK ☐ IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS AN INDIVIDUAL.

Alternate II. (Grantees Who Are Individuals)

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to the grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

DI-2010
June 1986
(This form replaces DI-1953, DI-1954,
DI-1956, DI-1958 and DI-1963)

**PART E: Certification Regarding Lobbying
Certification for Contracts, Grants, Loans, and Cooperative Agreements**

*CHECK IF CERTIFICATION IS FOR THE AWARD OF ANY OF THE FOLLOWING AND
THE AMOUNT EXCEEDS \$100,000: A FEDERAL GRANT OR COOPERATIVE AGREEMENT;
SUBCONTRACT, OR SUBGRANT UNDER THE GRANT OR COOPERATIVE AGREEMENT.*

*CHECK IF CERTIFICATION IS FOR THE AWARD OF A FEDERAL
LOAN EXCEEDING THE AMOUNT OF \$180,000, OR A SUBGRANT OR
SUBCONTRACT EXCEEDING \$100,000, UNDER THE LOAN.*

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

As the authorized certifying official, I hereby certify that the above specified certifications are true.


SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

J. Edward Tewes, City Manager

TYPED NAME AND TITLE

July 1, 1998

DATE

APPROVED AS TO FORM


Michael D. Milich, City Attorney

DI-2010
June 1998
(This form replaces DI-1983, DI-1984,
DI-1988, DI-1989 and DI-1993)

VIII. ATTACHMENTS

May 1998 CALFED ECOSYSTEM RESTORATION PROPOSAL SOLICITATION

TUOLUMNE RIVER NATURAL RESOURCES EDUCATION PROGRAM

- A. Letters of Support
- B. Project Location Maps
- C. City Council Resolution
- D. Overview of the Community Services & Neighborhood Connections Department
- E. Resume for Judy Loretelli
- F. Job Descriptions – Recreation Supervisor II and Program Supervisor

ATTACHMENT A.
LETTERS OF SUPPORT



CITY of MODESTO
ENGINEERING AND TRANSPORTATION DEPARTMENT
Mailing Address: PO Box 642 Modesto, CA 95353

801 - 11th Street, Modesto, CA 95354

[TDD 1-800-735-2929 Hearing and Speech Impaired only]

Administration
577-5213
Fax 522-1780

Airport
577-5318
Fax 576-1985

**Construction
Administration**
577-5452
Fax 577-4302

**Traffic Signals/
Street Lighting**
577-5334
Fax 491-5993

**Engineering
Services**
577-5215
Fax 522-1780

Public Transit
577-5295
Fax 571-5521

**Solid Waste
Management**
577-5494
Fax 521-4801

**Traffic
Engineering**
577-5295
Fax 571-5521

**Utility Services
and Franchise
Management**
577-5468
Fax 525-9311

June 16, 1998

CalFed Bay-Delta Program

To whom it may concern:

The City of Modesto, Solid Waste Management Office fully supports the efforts of the Community Services and Neighborhood Connections Department in its effort to obtain grant funding from the CalFed Bay-Delta Program. To that end, the Solid Waste Management Office has committed its staff to implement 30 presentations to school children who live in the general vicinity of the Tuolumne River.

Environmental Education is an essential ingredient in changing behavior towards our natural resources. City staff will educate students regarding the City's storm drain system and how illegal dumping negatively effects the Tuolumne River and its surrounding areas. Staff will also stress the City's recycling options.

During the past few years, the Solid Waste Management Office has built a good working relationship with the Modesto City School District in its efforts to promote recycling programs, including used motor oil, worm composting, and office paper recycling. We have also had a successful relationship with the Community Services and Neighborhood Connections Department while implementing other team projects. We look forward to the proposed project with great anticipation.

Sincerely,

Jocelyn Reed

Acting Solid Waste Program Manager

SUPPORT LET
6/16/98

James C. Enock
Superintendent

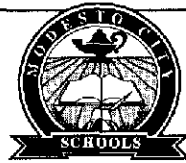
Sharon L. Burns
Associate Superintendent
Administrative & Pupil Services

Sandra L. Lemmons
Associate Superintendent
Business Services

David C. Mello
Associate Superintendent
Personnel Services

Delbert R. Rydquist
Associate Superintendent
Educational Services

Brian K. Sarvis
Assistant Superintendent
Research & Technology



MODESTO CITY SCHOOLS

426 Locust Street, Modesto, California 95351-2699
Administrative Offices (209) 576-4011/Fax (209) 576-4184

BOARD OF EDUCATION

Bob Jackson
President
Ricardo Córdova
Vice President

Odessa Johnson

Clady Marks

Kate Nyegaard

Kitty Thomson

John N. Uhl

June 12, 1998

Judy Loretelli
Recreation Supervisor, Child Services
City of Modesto
Parks and Recreation Department
PO Box 642
Modesto CA 95353

Subject: CalFed Bay-Delta Program

Dear Ms. Loretelli:

Modesto City Schools supports the City of Modesto Community Services and Neighborhood Connections Department in their endeavor to secure a Cal-Fed, Bay-Delta Grant for the Tuolumne River Regional Park.

Modesto City Schools and the Community Services and Neighborhood Connections Department have had a long successful partnership in developing and implementing programs and services for youth in Modesto. We are especially pleased that the proposed program will allow high-risk youth to participate in an environmental program. Modesto City Schools will support the Community Service and Neighbor Connections Departments in the implementation of all program components including outreach to children and youth, classroom presentations, and field trips.

Sincerely,

Patricia Logan
Supervisor, Pupil Services

PL/sc

OUR FOURTH R IS RESPONSIBILITY



GREAT VALLEY MUSEUM OF NATURAL HISTORY

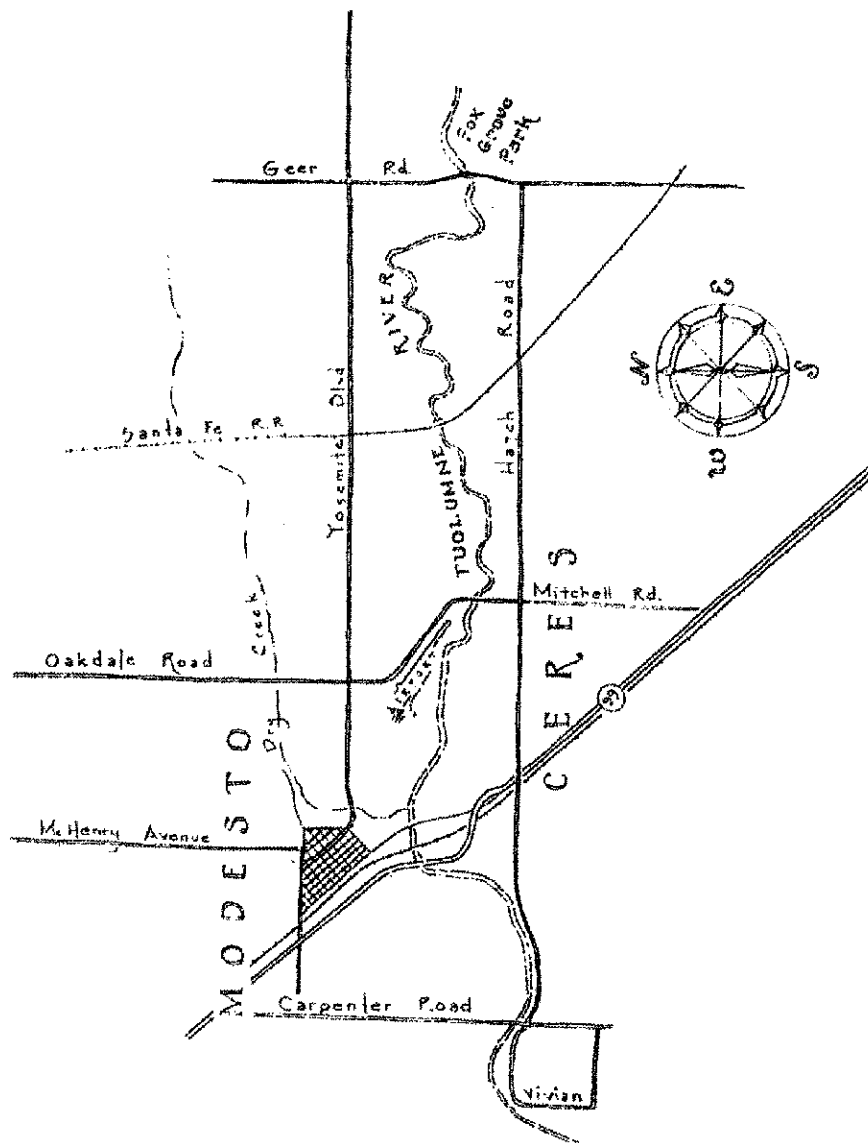
To: CalFed Bay-Delta Program
From: Denise Godbout-Avant, Program Coordinator-Outreach Education
Re: CalFed Bay-Delta Grant for Tuolumne River Regional Park Programs
Date: 23 June 1998

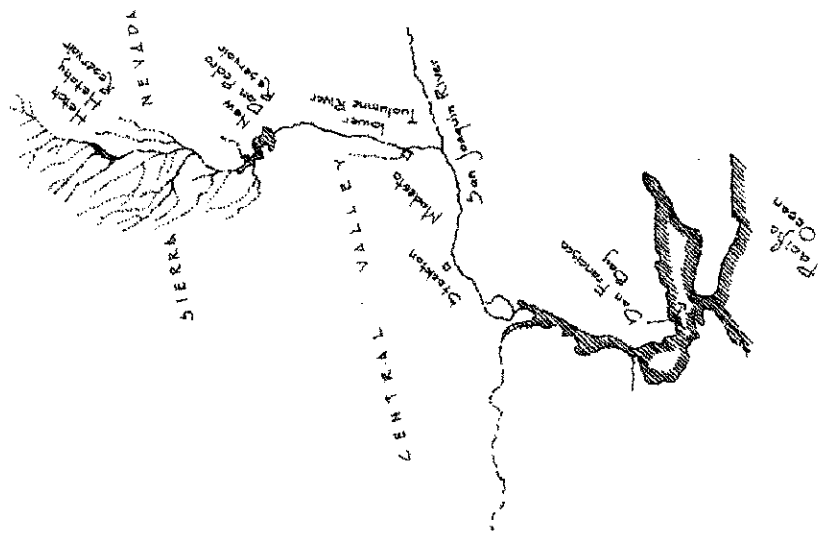
The Great Valley of Museum supports the City of Modesto Parks & Recreation Department's petition to obtain a CalFed Bay-Delta grant for Tuolumne River Regional Park programs.

The Museum and Modesto Parks & Recreation have long had a successful two-way partnership in providing programs for each other. We especially support this attempt to provide environmental education programs for low-income/high risk students using our unique Tuolumne River Regional Park area. Should the City of Modesto receive this grant, we will assist them in reaching these youth by providing naturalist programs in the park, classroom presentations, and river habitat tours at the Museum.

D. Godbout-Avant

ATTACHMENT B.
MAPS OF THE TUOLUMNE RIVER





ATTACHMENT C.
AUTHORIZING RESOLUTION OF THE MODESTO CITY COUNCIL

MODESTO CITY COUNCIL
RESOLUTION NO. 98-338

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AND SUBMIT AN APPLICATION FOR GRANT FUNDING TO THE CALFED BAY-DELTA PROGRAM FOR ECOSYSTEM RESTORATION PROGRAMS UNDER THE ENVIRONMENTAL EDUCATION COMPONENT OF THE PROGRAM.

WHEREAS, the Community Services and Neighborhood Connections Department has been notified of the opportunity to apply for approximately \$65,000 in grant funding from the CALFED Bay-Delta Program for ecosystem restoration programs, and funding is available from several state and federal sources, and

WHEREAS, projects that address the riparian habitat and ecosystems of the Tuolumne River are eligible, and

WHEREAS, City staff is proposing to submit an application under the Environmental Education component of the program, meeting the goals of increasing public awareness, knowledge and appreciation of natural resources and ecosystem restoration activities, fostering active participation in conservation programs and encouraging individuals to wisely use natural resources,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Modesto that the City Manager of the City of Modesto or his authorized designee are hereby authorized to execute and submit an application and grant-related documents for grant funding for approximately \$65,000 from the CALFED Bay-delta Program for ecosystem restoration programs, with funding available from several state and federal sources.

The foregoing resolution was introduced at a regular meeting of the Council of the City of Modesto held on the 23rd day of June, 1998, by Councilmember Friedman, who moved its adoption, which motion being duly seconded by Councilmember Fisher, was upon roll call carried and the resolution adopted by the following vote:

AYES: Councilmembers: Conrad, Dobbs, Fisher, Friedman, Serpa, Smith
Mayor Lang

NOES: Councilmembers: None

ABSENT: Councilmembers: None

ATTEST: Jean Zahr
JEAN ZAHR, City Clerk

(SEAL)

APPROVED AS TO FORM:

By Michael D. Milich
MICHAEL D. MILICH, City Attorney

The foregoing is a correct copy of the original on file in this office which has not been revoked and is now in full force and effect.

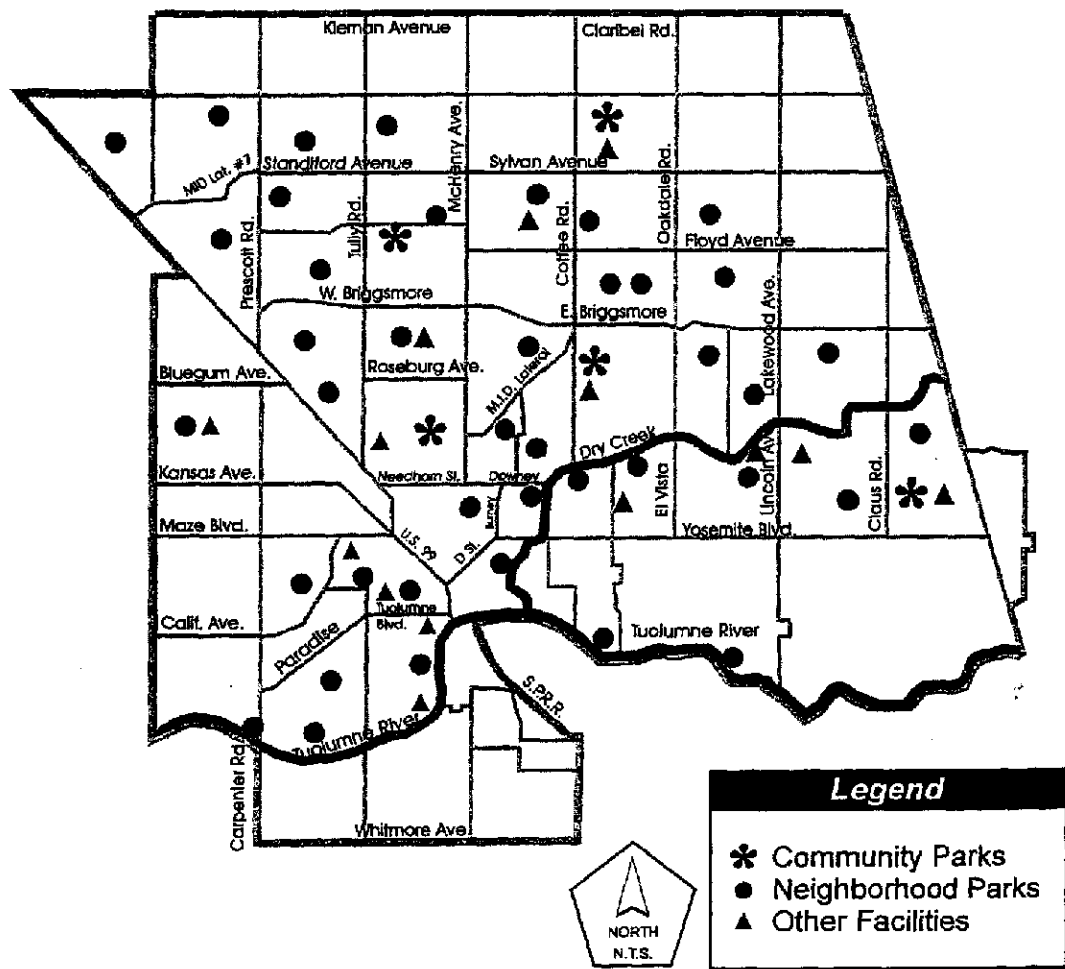
ATTEST:

Jean Zahr
JEAN ZAHR, City Clerk of the City of Modesto, County of Stanislaus, State of California.

ATTACHMENT D.
OVERVIEW OF THE COMMUNITY SERVICES AND NEIGHBORHOOD
CONNECTIONS DEPARTMENT

COMMUNITY SERVICES & NEIGHBORHOOD CONNECTIONS DEPARTMENT

Meeting the leisure service needs of our neighborhoods and the community



DEPARTMENT OVERVIEW

MISSION: TO MEET THE LEISURE SERVICE NEEDS OF THE COMMUNITY

The mission of the Community Services & Neighborhood Connections Department is to plan, develop and maintain a comprehensive leisure service delivery system that provides opportunities for enjoyment of recreation, cultural, historical and educational activities and that preserves and improves the environmental benefits of urban open space, all resulting in the enhancement of the quality of life and the economic viability of this City's neighborhoods and the community at large.

ORGANIZATION, COMMUNITY, VISION

The Community Services & Neighborhood Connections Department is responsible for:

- ♦ Providing neighborhood, community, and regional open space that meets the goals of the Modesto Urban Area General Plan.
- ♦ Oversight, management and marketing of John Thurman Field, a 3,500 seat Class A professional baseball stadium, which can also be used for other outdoor events.
- ♦ Management of and direction to the Modesto Youth Conservation Corps, a program for 16 to 19 year olds, which provides training and task assignments that teach employable skills, encourage responsibility and a positive work ethic, and direct interests toward environmental issues and productive careers.
- ♦ Planning, development and direction to the City's historical and cultural resources, including: master planning, operation and restoration of the McHenry Mansion, the McHenry Museum, the McClure Country Place; and, serving as liaison to the City of Modesto Culture Commission. The Commission is working to implement the recommendations in the Master Plan for Cultural Arts and Historical Buildings and it recommends allocation of City funds to local visual and performing arts groups.
- ♦ Providing liaison to Modesto Sister Cities, International to coordinate city support functions and sister city events and activities.
- ♦ Planning, coordinating and providing positive recreational/leisure/sports activities for youth, teens, adults, families and senior citizens, by offering innovative, safe and educational programs at neighborhood parks, schools, and additional community sites.
- ♦ Managing the City Hall at the Mall, which provides a convenient location with customer friendly hours for citizens to conduct city business.
- ♦ Managing, overseeing maintenance and concession contracts, and marketing the City's three municipal golf courses: Muni, a 54 acre, nine hole, par-three course; Dryden Park, a 140 acre, eighteen hole course; and Creekside, a 180 acre, eighteen hole championship course.
- ♦ Operating, managing and marketing the Modesto Centre Plaza, a community/convention center with a total of 24,000 square feet of meeting space, which provides a forum for community based fund raisers, meetings, entertainment and group meetings and conferences.
- ♦ Managing the City's other buildings and facilities available for rental to the public.
- ♦ Providing direction and oversight to the Tuolumne River Regional Park on behalf of the joint powers agency (City of Modesto, City of Ceres and Stanislaus County).

As the Community Services & Neighborhood Connections Department moves toward completion of the re-organization process, including hiring of a Director of Community Services & Neighborhood Connections, it is anticipated that the mission and responsibilities of the department may be re-evaluated, revised and/or expanded.

The functional organization of this department is "under renovation" at this time. With the hiring of a new director and the implementation of the "neighborhood connections" functions, changes in divisional alignments and additions to the functions of the department will occur.

DID YOU KNOW...

- ♦ The Community Services & Neighborhood Connections Department has the capability to produce graphics as large as 36' x 100' on canvas and glossy and regular paper in 16,000,000 colors. In-house multi-media presentations, including animation, sound and video clips, can also be produced.
- ♦ The department's Parks Planning & Development staff have over sixty years of landscape design experience.
- ♦ The City has a Commercial Landscape Ordinance which complies with water conservation and drought-resistant planting requirements established by the State.
- ♦ Thirty-nine businesses, non-profit organizations and individuals were recognized for co-sponsorship of department programs in 1997, contributing \$112,000 in goods and services.
- ♦ The McHenry Museum is now available for rental for corporate receptions, dinners and other functions. The McHenry Mansion continues to be a popular site for romantic weddings, festive receptions, special family gatherings and holiday events.
- ♦ The City provides financial assistance to local arts organizations and festivals, through grants recommended by the Culture Commission.
- ♦ The Child Services Organization, in collaboration with Beyer High School Food Service, served approximately 60,000 free lunches in the summer of 1997.
- ♦ The Child Services Organization received a CPRS Therapeutic Program Award for the Wheelchair Basketball Program.
- ♦ In addition to the park programs, the Child Services Organization has a sports development program for children ages 3-5 and their parents, an environmental camp program with PAL officers participating, a noon-time recreation program in several local schools and a family concert series with parties before each concert.
- ♦ Eight City of Modesto Amateur Softball Association (ASA) umpires have been inducted into the ASA Softball Hall of Fame in Oklahoma City and the National Indicator Fraternity, which requires officiating at three National Tournaments.
- ♦ The Modesto Junior College, Downey, Davis, Beyer and Sonoma swimming pools located on school campuses were constructed with equal funds from the City and school districts. Johansen High School pool was built with funds from the City and the school district, and from SOSF/SPLASH, a local non-profit organization.
- ♦ There are nine groups and organizations that utilize the Senior Citizens Center on a regular basis and 450 functions are conducted at the Center each year.
- ♦ The Senior Citizens Center had an Advisory Committee that meets monthly to discuss and advise staff of issues pertaining to the Center.
- ♦ The Senior Citizens Center collaborates with: Stanislaus County to provide a hot lunch program, free health exams and influenza immunizations; SOSF for Gold Cards; and AARP to provide 55 Alive Driving classes and a Tax Aide program.

- ♦ The Community Services & Neighborhood Connections Department publishes an Activity Guide three times each year which is distributed to 92,000 households.
- ♦ The Youth/Senior Financial Assistance Program that helps pay for City-approved youth sports leagues and recreation classes, has increased from 156 participants four years ago to 2,721 participants this year.
- ♦ The concept for King Kennedy Memorial Center was born in 1966 when a group of west Modesto residents asked the City of Modesto to file an application the HUD for funds to construct a neighborhood center. Groundbreaking was held in July 1968 and the Center was dedicated on June 19, 1969. Throughout the years, this Center has provided educational classes, community events, holiday parties, workshops and family entertainment to Modesto's residents.
- ♦ The City's only Teen Center was built in 1952 with money raised by area youth and a matching grant. Maddux Youth Center is located in Westside Park at 615 Sierra Drive. It offers drop-in recreation, tournaments and classes.
- ♦ The City offers Rites of Passage curriculum for young men and women, teaching responsible relationship building, self-esteem, cultural awareness and other life skills.
- ♦ The City owns and manages three municipal golf courses. Muni Golf Course, a 9-hole course, is located on the site of Modesto's first airport. Dryden Park, an 18-hole course, and Muni were built with assistance from the golfing public. Creekside, the City's newest course, is an 18-hole championship course opened in 1991.
- ♦ Modesto has a rapidly expanding Junior Golf Program, traditionally donating approximately \$40,000 to local high school and junior college golf programs annually.
- ♦ The Modesto Centre Plaza was ten years old this fiscal year. Over 6,700 events with almost 3 million attendees have occurred since its opening in March 1988.
- ♦ The Modesto A's set an all time attendance record at John Thuman Field during their 1997 season. The record crowd of 129,000 fans was accomplished in 56 home games, rather than the standard 70 home game season, due to the renovation of John Thuman Field.

ATTACHMENT E.
RESUME FOR JUDY LORETELLI, RECREATION SUPERVISOR II

JUDITH R. LORETELLI
2417 Stonebrook Drive
Modesto, California 95355
Res: (209) 524-6864 • Work: (209) 577-5355

Offering: Experience in the area of directing developing, planning and implementing community education, social and recreation programs towards meeting the needs of participants.

WORK EXPERIENCE

Administration

Directed and maintained a city-owned community center. Coordinated and developed recreation and education programs within a school, community and city environment. Responsible for operational budget of up to \$600,000. Responsible for selecting and supervising full-time and part-time supervisory and secretarial staff. Responsible for the development of personnel standards for individual staff members. Recruited and trained individuals to serve as members of the community center's Board of Directors. Conducted goal setting and stress management workshops for School Administrators, Recreation Supervisors and general public. Researched, developed and presented proposals and grants, which resulted in funding and refunding of recreation and employment training programs. Participated as an active Board Member for County-wide Head Start Council; within that capacity reviewed major personnel, budgetary and program issues and made recommendations to the governing board, prepared budget requests for various functions and controlled the expenditures of funds allotted. Also participated on numerous community committees and councils as an active member. Acted as President of a community-wide inter-agency organization whose main purpose was to provide maximum social, educational, and recreational services to the community without duplication. Directed and selected staff and volunteers of up to 50 people to implement programs and events. Directly responsible for coordinating Employability and Career Awareness workshops for adults. Directly responsible for developing, implementing and researching programs for Disadvantaged and Special Populations. Served as a liaison in working with employers both public and private to hire eligible employees. Also served as a liaison between school, community and city organizations. Directed and planned fundraising events. Directed and coordinated advertising and public relations efforts. Directed use of public recreation facilities; selecting, assigning, training, part-time and seasonal employees; inspecting facilities and recommending uses, additions, alteration and replacements. Served as staff liaison between city and youth organizations. Facilitated youth commission, selected and trained members for the commission. Served as staff liaison between city and King-Kennedy Board of Directors. The main function of this board was to provide programs and services to the community. Acted as President of the Board for the Stanislaus County Rape Task Force. Facilitated and directed a Quality Circle within the Parks Division Mowing Crew. Quality Circle "Turf Gold '92" received the 1991 Award for Circle of Excellence, Quality Circle 1992-Directors Award.

Supervision

Guided staff towards implementation of programs. Recruited and trained high school students, college interns, educational instructors, volunteers and conducted motivational workshops. Conducted workshops relating to gaining employment for eligible participants. Devised methods of evaluation to determine program and staff effectiveness. Provided reports and statistics which resulted in an increase in participation in programs. Conducted and supervised community and city-wide functions in areas such as sports, dance, art festivals, new games, laughter and play, cultural festivals, health fairs, and career days. Selected, recruited and interviewed potential employees. Supervised both full-time and part-time staff. Completed employee performance reports and evaluations. Developed staff training and orientation manual. Conducted staff trainings and orientations.

Program Planning

Developed educational, recreational, sports and social programs for people of all age groups and various ethnic backgrounds. Developed and directed summer and winter youth programs in recreation, social activities, and the arts. Developed program needs assessment and evaluation. Determined program effectiveness within the community at large. Researched and developed written program material based upon community needs. Developed recreational program manuals, calendars and departmental guidelines. Organized and implemented programs such as youth, adult and special populations dances, youth art and drama workshops, drop-in programs for youth and teens. Scheduled and organized youth and adult excursions. Implemented Tennis, Softball and Golf Tournaments.

JUDITH R. LORETELLI

Resume Continued

Developed special events and programs such as: Latch Key Youth Program, Youth Safety Days, Adult Basketball Tournament, Sports Skills Days, Ski Swaps, Halloween and Christmas Carnivals, Volunteer Recognition Program, Community Gardens, Youth Talent Shows and Horseshoe Tournaments. Assisted in organizing and implementing community-wide special events such as: Very Special Arts Festival for Special Promotions, Special Populations Youth Winter Games, Festival of Cultures (a multi-ethnic exchange day. This program under my direction received state-wide recognition in 1986), Women's Health Day, Cinco de Mayo and Juneteenth celebrations. Directly responsible for coordinating social and recreational activities at several centers throughout the community.

EDUCATIONAL

Instructed a Recreation Leadership credited class at Modesto Junior College. Class involved developing lessons plans, exams and evaluation of participants.

WORK HISTORY

1986 - Present

Recreation Supervisor - City of Modesto Parks and Recreation Department, Modesto, California

1983 - 1986

Recreation Supervisor - City of Merced Recreation and Parks Department, Merced, California

1979 - 1983

Program Director - New Directions for Women/Older Worker Program/Self-Help Training Program, Inc., Modesto, California

1976 - 1979

Program Supervisor - City of Modesto Parks and Recreation Department, Modesto, California

1975 - 1976

Community School Specialist - North Sacramento School District, Sacramento, California

1972 - 1975

Program Coordinator - Catholic Social Services, San Jose, California

EDUCATION

Sacramento State University, M.A. 1982 Majored in Education - Emphasis in Behavioral Sciences
San Jose State University, B.S. 1974 Majored in Recreation and Leisure Studies,
Emphasis Sociology

Modesto Junior College, A.S. 1972 Majored in Physical Education, Minored in Psychology
Graduate of Dale Carnegie Public Speaking Program

**PROFESSIONAL
AFFILIATIONS**

Past / Present

California Park and Recreation Society. Held the following offices within District V:
Secretary, Vice-President, President-Elect, President 1986, Supervisors Section Representative and
District Director.

California Parks & Recreation Society - Self-Esteem Task Force

California Community Education Association

Chairperson for CPRS State Board of Directors Code of Ethics Review Committee

Modesto Chamber of Commerce - Leadership Modesto

REFERENCES

Furnished upon request

ATTACHMENT F.
JOB DESCRIPTIONS – RECREATION SUPERVISOR II and PROGRAM
SUPERVISOR

RECREATION SUPERVISOR II

DEFINITION

To plan, organize and supervise major recreational programs such as adult and youth recreation activities, social services, sports and aquatics, special events, contract classes, and recreational facilities maintenance and operations; and to perform a variety of technical tasks relative to assigned area of responsibility.

DISTINGUISHING CHARACTERISTICS

This is the full journey level class within the Recreation Supervisor series. Employees within this class are distinguished from the Recreation Supervisor I by the performance of the full range of duties as assigned including full-time work assignments. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Recreation Supervisor I in that the latter is a part-time class.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Recreation Superintendent.

Exercises direct supervision over professional, technical and clerical staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Supervise, promote, implement and evaluate recreation activities in area of assignment.

Recommend and assist in the implementation of goals and objectives; establish schedules and methods for recreation activities; implement policies and procedures.

Organize and schedule recreation activities such as senior citizen, cultural, special populations, youth and adult activities, special events, and athletics on a City-wide basis, or organize and direct the provision of children's programs and aquatic programs.

Implement and carry out contracts for specialized recreation programs and classes.

Participate in the selection of staff; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.

Plan, prioritize, assign, supervise and review the work of staff involved in recreation activities.

CITY OF MODESTO
Recreation Supervisor II (Continued)

EXAMPLES OF DUTIES

Evaluate operations and activities of assigned responsibilities; recommend improvements and modifications; prepare various reports on operations and activities.

Participate in budget preparation and administration; prepare cost estimates for budget recommendations; submit justifications for budget items; monitor and control expenditures.

Monitor the certification of instructor-lifeguards in the aquatics programs; monitor first aid certification of recreation leaders in park program.

Maintain awareness of new developments in recreation; incorporate as appropriate into programs.

Prepare or coordinate the development of programs and events publicity, including public speaking engagements, news releases, flyers, pamphlets, and brochures.

Maintain close contact with school officials and community groups regarding program offerings and coordination of services; establish contacts with community groups and private business in an effort to secure financial co-sponsorships.

Maintain records and develop reports concerning new or ongoing programs and program effectiveness; maintain records for registrations and fees collected.

Plan, implement, schedule, and evaluate special events and activities relating to the program to which assigned.

Answer questions and provide information to the public; investigate complaints and recommend corrective action as necessary to resolve complaints.

Purchase necessary equipment and supplies.

Participate in training recreation staff and volunteers as required.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Procedures for developing and implementing a variety of recreational, senior services and related activities and programs through community participation.

Multi-phase recreational, social and cultural programs for youths and adults.

Program content for specialized community recreation activities.

CITY OF MODESTO
Recreation Supervisor II (Continued)

Knowledge of:

Principles of supervision, training and performance evaluation.

Recreational, cultural, and social needs of the community.

Modern office procedures, methods and computer equipment.

Ability to:

Coordinate, organize, and implement recreation and leisure time activities and specialized events.

Prepare and distribute publicity concerning new or ongoing recreation offerings.

Supervise, train and evaluate assigned staff.

Understand community needs in a variety of recreation areas and evaluate activities according to those needs.

Communicate clearly and concisely, both orally and in writing.

Monitor program compliance with related policies and procedures.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Operate programs within allocated budget.

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of experience in the implementation of recreational, social and cultural programs and activities.

Training:

Equivalent to a Bachelor's degree from an accredited college or university with major work in parks and recreation, human development, public administration or a related field.

License or Certificate

Possession of, or ability to obtain, an appropriate, valid California driver's license.

RECREATION PROGRAM SUPERVISOR

Definition

Under general supervision, to act as Recreation Program Supervisor for assigned program. (Includes all Program areas such as: youth, adult, children, seniors and crafts.)

Examples of Duties:

- A. Plan, organize and directly supervise assigned program
- B. Conduct staff training
- C. Plan and organize projects and activities
- D. Maintain and submit reports and records
- E. Attend meetings and training sessions as required
- F. Maintain and control equipment and supplies
- G. Procure needed program supplies
- H. Evaluate and recommend programs on a continual basis
- I. Other related duties as assigned

Special Requirements:

- A. Must possess a valid California Driver's License and provide reliable transportation
- B. Must be minimum of eighteen years old at date of appointment
- C. Must be available to work days and evenings throughout the week and holidays as assigned.
- D. Must possess a valid First Aid Card approved by Emergency Medical Services Association (EMSA) at the time of appointment.

Employment Standards:

- A. Experience:
 - 1. Minimum of two years of college (60 semester units or 90 quarter units) with an emphasis in Recreation, Child Development, Industrial Arts, Arts and Crafts or related field.
- B. Knowledge of:
 - 1. Principles and techniques used in developing a balanced recreation or crafts program.
 - 2. Practices and techniques to achieve favorable public relations.
 - 3. Safety procedures for use of hand tools in crafts program.

CITY OF MODESTO
Recreation Program Supervisor (Continued)

C. Ability to:

1. Communicate in a clear and concise manner
2. Supervise and train subordinate staff
3. Prepare reports and records
4. Think clearly, quickly and accurately in emergencies
5. Establish and maintain cooperative relationships with all staff
6. Operate hand tools for crafts program
7. Lift and carry heavy objects